

# NEVADA COUNTY TRANSPORTATION COMMISSION

## Minutes of Meeting

June 16, 2004

A meeting of the Nevada County Transportation Commission (NCTC) was held on Wednesday, June 16, 2004, in the City of Grass Valley Council Chambers, 125 East Main Street, Grass Valley, California. The meeting was scheduled for 8:30 a.m.

Members Present: Tim Brady, DeVere Mautino, Russ Steele, Josh Susman, \*Robin Sutherland, Peter Van Zant (alternate), Conley Weaver

Staff Present: Dan Landon, Executive Director; Nancy Holman, Administrative Services Officer; Toni Perry, Administrative Assistant; Mike Woodman, Transportation Planner

Standing Orders: Chairman Mautino convened the Nevada County Transportation Commission meeting at 8:37 a.m.

Pledge of Allegiance:

INFORMATIONAL ITEMS: For discussion and possible action.

1. Financial Reports: May 2004

Executive Director Landon reported that in Fund #327, Regional Planning Assistance funds are set aside under Work Element 2.1 to keep the regional plan updated. If these State funds are not expended they are lost. John Rumsey, Senior Civil Engineer at the Nevada County Department of Transportation and Sanitation (DOTS), stated that an invoice based on staff work completed is being prepared and will cover the remaining funds for FY 2003/04.

2. Correspondence:

No discussion on correspondence items.

3. Legislative Update:

No action taken on current legislation; awaiting approval of State Budget.

\* Robin Sutherland arrived at 8:45 a.m.

4. Executive Director's Report.

4.1 Idaho-Maryland Road/East Main Street – Colfax Avenue/South Auburn Street Frontage Road Project Development

Executive Director Landon reported an item has been placed in the 2004/05 Overall Work Program (OWP) budget for \$100,000 to cover payment of work proposed by Bickett Engineering on this project. Work is scheduled to begin July 1<sup>st</sup> on a Project Study Report (PSR). The PSR will document the scope, cost, and schedule of viable project alternatives, and the information needed to select a preferred alternative. The PSR will provide Caltrans with an understanding of benefits and impacts to the State Highway System. Future decisions will include whether Bickett Engineering will also perform the Project Report or if subsequent engineering work will go through a competitive

procurement process. Commissioner Brady questioned if all alternatives would be addressed in the PSR. Executive Director Landon replied yes, and that local stakeholders will discuss the alternatives with Caltrans and the preferred alternative will be carried into the Project Report. Mr. Landon explained the parameters of when it is appropriate to award sole source contracts and when it is necessary to follow a formal bid process.

#### 4.2. Nevada City/Nevada County Boulder Street/Red Dog Road Traffic Analysis

Executive Director Landon stated the draft report is currently being circulated for comment and final review.

#### 4.3 SR 49 Widening Wolf/Combie Road to Grass Valley

Executive Director Landon reported Caltrans has provided a new set of maps regarding the eventual widening of SR 49. These maps were in the meeting packet and show how the proposed project would fit with the local road network. Comments from Nevada County Department of Transportation staff have been included. Also addressed is the proposed reconfiguration of the La Barrs Meadows Road/SR 49 intersection, as well as proposed frontage roads at certain sections of the highway. The Crestview Study will be integrated when completed, if appropriate. Ann Marie Robinson, Caltrans District 3 Regional Planner, stated Caltrans is discussing the need for a public workshop on the SR 49 Widening Project in the near future. The Environmental Impact Report (EIR) is planned for completion by July 2006.

#### 4.4 NCTC Project Status and Schedule Chart

Executive Director Landon reported all projects listed are on schedule.

#### 5. Caltrans District 3 - Project Status Report: Tom Brannon, Caltrans Project Manager for Nevada County.

Executive Director Landon led a discussion on the Project Status Report in Mr. Brannon's absence.

- *Gold Flat Road Interchange*: Pavement markings and locations of stop signs proposed at the Gold Flat Interchange were provided. Installation is expected in late July or August 2004.
- *Dorsey Drive Interchange*: Executive Director Landon explained the State Transportation Improvement Program (STIP) funding process and how the money is moved forward to fund this project.
- *Bear River Bridge to Wolf/Combie Road Widening*: Supervisor Sutherland stated concern over the northbound approach lane to the bridge having uneven pavement that could pose a safety issue. Executive Director Landon reported the construction portion of the project could be completed ahead of schedule by late August and paperwork could be completed by October 1, 2004.
- *Boulder St./Red Dog Road in Nevada City*: Commissioner Weaver questioned if the draft report will be reviewed for public comment. Executive Director Landon replied it could possibly be reviewed and comments collected within the next month or so and then the document would go final. It was stated there would be a public session that evening, sponsored by KNCO Radio and The Union in Nevada City, and this project would probably be discussed.

Commissioner Brady questioned when we determine if a traffic model is outdated and when there is a need to look at actual data. Executive Director Landon explained how a planning model is used with growth estimates to run project scenarios for traffic, but traffic studies are continually performed as new projects are introduced to determine if land use, traffic patterns, turn movements, or driving habits have changed in that specific area. Numerous organizations do independent traffic studies, therefore NCTC is setting up a data base library online where everyone can submit and access data as it is collected.

CONSENT ITEMS:

6. Certificate of Appreciation for Service on the NCTC: Drew Bedwell. *Authorized the Chairman to sign the certificate of appreciation.*
7. NCTC Minutes: May 19, 2004. *Commissioners Susman and Sutherland abstained. Approved.*

Commissioner Van Zant made a motion to approve the consent items. Commissioner Brady seconded the motion. The motion passed.

ACTION ITEMS:

8. Allocation Request from Gold Country Telecare: *Gold Country Telecare requested an allocation of \$50,000 of Community Transit Service funds in FY 2004/05.*

Executive Director Landon explained the history of this request for Gold Country Telecare vehicle replacement needs. These CTSA (Consolidated Transportation Service Agency) funds serve as a matching fund to purchase five new vehicles at twenty cents on the dollar. Transit Services Commissioner Chet Krage, a member of the audience, stated there has been sharp cuts in service over the past year due to a lack of operational money, and posed the option to delay purchase of several vehicles in order to use a portion of the money for operational purposes. Executive Director Landon listed the five criteria for use of funds toward community transit services. Don Martin, Executive Director of Telecare, responded with information obtained from Caltrans regarding the viability of spreading out the 5310 Grant funds over the next three years. Mr. Martin agreed with the suggestion of using \$30,000 for Telecare services and requested \$20,000 for the purchase of two vehicles now, with the understanding that three more vehicles are needed at a later date. Bill Derrick, Transit Services Manager, agreed with the priority issues and supported the use of funds for Telecare vehicles and services.

Commissioner Van Zant made a motion of intent to approve Resolution 04-16 as amended, with the clause to allocate \$20,000 to match funds for vehicle replacement, and for \$30,000 to be set aside for Telecare service operations, pending receipt of a claim and a spending plan that meets the required five findings under PUC Section 99275.5. Commissioner Brady seconded the motion. The motion passed unanimously.

9. Allocation Request from Grass Valley: *The City of Grass Valley requested an allocation of \$24,258 of Local Transportation Funds for paratransit services in FY 2003/04.*

Executive Director Landon explained the actions by the Transit Services Department in going back to the cities earlier in the year to obtain additional money to fund actions taken by the Transit

Services Commission (TSC). The City of Grass Valley stated in their review of the claim their desire to provide this additional money specifically for paratransit operations.

Commissioner Susman made a motion to approve Resolution 04-17. Commissioner Brady seconded the motion. The motion passed unanimously.

10. Allocation Request from Nevada County: *The County of Nevada requested a supplemental allocation of \$75,230.81 of Local Transportation Funds for the operations of the transit system for FY 2003/04, and a revision of the allocation made under Resolution 03-17.*

Executive Director Landon explained that service levels for FY 2003/04 were kept at a level above the budget. The revision made under Resolution 03-17 reflects the actual monies spent this fiscal year for transit services versus the spread of money as stated in the budget. The County requested money be put under a section of the Transportation Development Act (TDA) so expenses for Gold Country Stage and Telecare can be paid as needed. Resolution 04-18 is contingent upon a statement from the County Auditor attesting to the reasonableness and accuracy of the claim, and upon approval by the Board of Supervisors of an amendment to the Transit Services budget.

TSC Commissioner Krage stated there needs to be a clear understanding between the TSC and NCTC as to who apportions paratransit versus transit funding. He believes the responsibility is with the TSC to work with Bill Derrick to set a budget for all transit services, to monitor services and the budget on a monthly basis, as well as keep or cut routes as needed to maintain the budget. The JPA (Joint Powers Agreement) authorizes the TSC to make those decisions. He stated NCTC's role is to make decisions based on claims brought to them. Commissioners Mautino and Brady suggested this topic be placed on a future agenda for further discussion and possible action. Commissioner Susman agreed with the need to allow the TSC to govern transit services.

Commissioner Susman made a motion to approve Resolutions 04-18 and 03-17(a), to provide Transit Services the opportunity to meet FY 2003/04 budget demands. Commissioner Van Zant seconded the motion. The motion passed unanimously.

11. Allocation Request from Nevada City: *The City of Nevada City is requesting an allocation of \$15,920 of Local Transportation Funds for transit/paratransit operations in FY 2003/04.*

Commissioner Weaver mentioned the Nevada City Council, at their June 14<sup>th</sup> meeting, declined to approve an allocation of \$15,920 LTF funds. They will reconsider if the money can be allocated strictly to paratransit, and requested a plan be submitted for use of the funds.

Commissioner Susman made a motion to approve Resolution 04-19 as modified, contingent upon approval by the City of Nevada City. Commissioner Van Zant seconded the motion. The motion passed unanimously.

12. 2004/05 Overall Work Program:

Executive Director Landon reported the NCTC was able to maintain \$175,000 of State planning funds for FY 2004/05 through the California Transportation Commission (CTC). Included in this budget is \$25,000 to assist the Town of Truckee with traffic modeling to update their General Plan. There is also \$20,000 budgeted for Nevada County DOTs to continue its support of the update of the Regional Traffic Model and Regional Transportation Plan (RTP). Also \$65,000 in the budget retains a consultant to assist with maintaining progress on the SR 49 widening and the Dorsey Drive

Interchange projects. There is \$40,000 of Local Transportation Funds (LTF) for a consultant to conduct a study regarding the issue of transit governance.

Barbara Bashall, Executive Director of Nevada County Contractors Association (NCCA), proposed the NCTC hire a consultant to partner with the City of Grass Valley, Nevada City, Nevada County, and possibly the public to conduct a traffic management control plan. Short-term minor traffic improvements would be identified within western Nevada County to enhance long-term improvements or to inexpensively fix a situation until a more extensive solution is funded. Commissioner Brady supported the concept and requested a proposal be prepared for a traffic consultant. Executive Director Landon stated a similar study was done in 1994 and several items were included in the Regional Transportation Mitigation Fee program. Mr. Landon supported the concept and suggested that he work with the Technical Advisory Committee (TAC) to create a proposal to bring back to the NCTC. Mr. Landon added there is a Fund Balance estimate at the end of FY 2003/04 of \$60,000 which could potentially pay for a consultant. Commissioner Susman asked that stakeholders set specific parameters as to what type of projects qualify. Commissioner Brady suggested the consultant create a Top Twenty list of projects. Commissioner Mautino suggested using the City of Grass Valley Streets Master Plan and Traffic Safety Committee as a resource. TSC Commissioner Krage suggested a look at the safety and citation statistics created by Caltrans and CHP, as well as the County DOTS' data. Mr. Landon agreed to bring back a proposal based on comments received.

Commissioner Steele questioned expenditures listed in the OWP under Equipment Rental and Equipment line items. Executive Director Landon responded that funds in Equipment Rental are for leases of a postage machine as well as a new copier/printer with color capabilities. The Equipment line item budgets funds to replace a twelve year old telephone system without voice mail capabilities. Mr. Steele also asked about \$24,000 budgeted under Work Element 3.1 – Comprehensive Corridor Planning, and \$24,000 under Work Element 3.2 – Current Local Studies. Mr. Landon explained there is the same amount of staff effort and percentage of time planned for both elements.

Commissioner Weaver made a motion to approve Resolution 04-20 adopting the 2004/05 OWP. Commissioner Van Zant seconded the motion. The motion passed unanimously.

#### PUBLIC COMMENT:

No comments were made.

#### COMMISSION ANNOUNCEMENTS:

Commissioner Susman announced on July 1<sup>st</sup> the Great Race is coming through the Town of Truckee and out Highway 20. It is a collection of approximately 120 vintage cars. The newest car is 1959 and the oldest car is 1909. The Town will hold a major block party to support the event.

Harriet McKay made an announcement about the Tour of Nevada City Bicycle Race taking place Sunday June 20<sup>th</sup>.

#### SCHEDULE FOR NEXT MEETING:

The next Commission meeting is scheduled for Wednesday, July 21, 2004 at 9:30 a.m., at the Town of Truckee Council Chambers.

ADJOURNMENT OF MEETING

Chairman Mautino adjourned the meeting at 10:26 a.m.

Respectfully submitted: \_\_\_\_\_  
Antoinette Perry, Administrative Assistant

Approved on: \_\_\_\_\_

By: \_\_\_\_\_  
DeVere Mautino, Chairman  
Nevada County Transportation Commission